Staff Council Minutes

Date and Location: January 22, 2014, Thompson Student Center 130, 10:00am-11:00am


Substitutes: Sharon Battenfield for Marissa Burns

Absent: Cyndi Adams, Lori Beaty, Caleb Chapman, Jason Jacks, Matthew Parham, and Sarah Simpson.

Staff Council President Elaine Chew called the meeting to order at 10:00am. The roll was taken.

TREASURER REPORT—Staff Council Treasurer, Kay Wiley, reported the following balances:
Operating Expense Account 213500 balance: $6,055.12 as of 12/31/2013
General Fund Account 233500 balance: $18,111.71 as of 12/31/2013
Scholarship Fund Account 24190 balance: $12,363.36 as of 12/31/2013

COMMITTEE REPORTS:

1. Scholarship Committee (Faith Stiffler)—If you know of anyone wanting to apply for a spring scholarship through Staff Council please direct them to the Staff Council website or have them get in touch with Faith.

2. Staff Development (BJ Simmons)—Beginning to prepare for Staff Development Day. This event is growing and BJ needs as much help as possible. If you are able to assist or have any questions or ideas please get in touch with BJ. The next Staff Development Committee meeting will be held on February 4, 2014 in Math 125. Some ideas being discussed are: bringing the Rangers tickets back and having Ranger College come back to offer pedicures, massages, etc.

3. Employee Appreciation (Elaine Chew)—No update.

4. Hospitality and Fundraising (Ben Kunze)—There were 35 vendors present at Holiday Showcase. Things went really well for the last minute adjustments due to winter weather. The vendors liked having more room. Those vendors that were unable to attend the rescheduled date will be given a refund. The funding that is raised from Holiday Showcase will go to Staff Development Day and grants.

5. Staff Affairs (Elaine Chew)—Elaine received three e-mails sharing different staff concerns. Those mentioned were: smoking, Washington street pedestrian walkway, and promotion of executives without staff knowing. Would like to look in to developing a Q&A section on the website.
6. **Healthy Campus (Kay Wiley)**—Kay Wiley has contacted Shana Moody in regards to new information and initiatives.

7. **Public Relations (Lacie Harris)**—Lacie Harris presented the new brochure that is being developed for Staff Council. Lacie also had faculty members approach her about doing surveys for their supervisors. Would like to look into the opportunity for staff members to evaluate their supervisors.

**UNFINISHED BUSINESS:**

- **Staff Council shirts**—please let BJ Simmons know if you have not been able to place your order. If you did not like any of the options available please let BJ know right away so that she can find something that works for you.

**NEW BUSINESS:**

- **SSC Representative**—Staff Council members approve and agree with having a representative from SSC (or anyone else outsourced) attend and be a part of Staff Council.
- **Attendances**—please make every effort possible to attend Staff Council meetings as a member or send a substitute if you are unable to attend. Attendance directly affects the abilities and success of Staff Council.
- **Committee Involvement**—we encourage each Staff Council member to become involved in one of the Staff Council committees. Our expectation is that as a member’s first year they will serve on a committee as a member, second year they will chair or co-chair a committee, and in their third year serve as a committee member again. Please also rally any volunteers from your department to be a part of Staff Council or serve on a committee.
- **Tobacco Free Campus**—there was a discussion regarding moving toward becoming a tobacco free campus. Both Faculty Senate and SGA are on board. Please go back to your department and get feedback, thoughts, and concerns regarding this. Some of the foreseen issues brought up were: enforcing this policy, e-cigarettes, UPD enforcement. This will also affect SSC employees. We will bring forward more information as it is received.

**Door Prize**—the winner was selected from the guest list and given a gift basket.

There was a motion and second to adjourn the meeting and the motion to adjourn the meeting was made with no objections. The meeting was adjourned at 10:41am.

**Winner of the door prize!!!!.....**
Kurt Mogonye was the winner of this month’s door prize!!!